Oneida County

Where Nature Lingered Longer

2005 - 2010
Land Information Plan

ONEIDA COUNTY
LAND INFORMATION PLAN INDEX
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I. EXECUTIVE SUMMARY

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C. Summary of Plan

The purpose of this document is to update Oneida County's 'Plan' for land records modernization as required by Wi. Stat 59.72 and Wisconsin Land Information Board (WLIB) for continued participation in the Wisconsin Land Information Program (WLIP).   The format and content of our Plan is based upon the WLIB's Uniform Instructions For Preparing County Land Information Plans dated December 2004. The outline and enumeration in this document corresponds to questions or issues in the Instructions.   The Plan is intended to provide county, town and city officials, state agencies, private entities and any other interested parties with basic knowledge of Oneida County's efforts in land records modernization, its potential applications and where the County potentially will be spending its land records fees generated from our participation in the WLIP.

Oneida County created a common digital base map that is currently being used to register other data sets by several departments, thereby minimizing the potential of duplicate land records data sets and maps. The County has developed numerous countywide data sets that serve the needs of many users and has shared its data sets with agencies outside of the County and likewise has acquired data sets from other parties to use in our GIS. The County's focus in the next five years will be completion of the countywide parcel mapping, digital orthophotography and planimetric updates, assisting with implementation of wireless 911 and other initiatives identified in Section II. C. on page 7.

This Plan lays out a strategy for the County and users of land information to continue to benefit from the Wisconsin Land Information Program.

D. & E. Web Site

Oneida County currently has a Website that lists administrative information along with some policy and ordinances. The web site address is www.oneida.wi.gov. We are in the process of implementing an Internet site to provide land information access that should be up and running in later in 2005.

II.   LAND INFORMATION PLAN

A. Goals and Objectives

1. It is the **goal** of Oneida County to: develop, implement and maintain a modern geographic information system (GIS) that is horizontally and vertically integrated and one that provides useful quality data for its citizens, agencies, businesses and other users of land information in an equitable and efficient manner.

    The **objectives** of Oneida County are to: improve and expand land records access; maintain controls for dispersing land information; build and maintain a base map framework that can be used for multiple purposes; build and maintain a framework that supports parcel level activity; improve land records accuracy; maintain security and confidentiality where required; minimize costs; reduce duplication; promote compatibility; increase efficiency and make land information readily available to users. Throughout this Plan, items are discussed that highlight our work to achieve these objectives.

    The **internal and external needs** of Oneida County and its priorities are: the completion of countywide digital parcel maps; acquiring control on public land survey (PLS) corners; digital orthophotography; planimetric updates; imaging various land records; assisting with implementation of 911 public safety map layers; maintenance of the existing digital base map and related layers completed to date, and development of new initiatives as stated in Section II. C. on page 7.

    The **time line** for implementation of items in this Plan is dependent on continuation of the Wisconsin Land Information Program (WLIP) and grant program, amount of retained fees collected by the Register of Deeds designated for land records and funding from the tax levy. In addition, there are local issues that arise from time to time that need attention and detract from time spent on implementing the Plan. These are unavoidable and have impacted our timeline for implementation or completion of some items from our last Plan. Where possible, we have identified general timelines for implementation in sections related to New Initiatives and Foundational Elements.

    a. At this time, the County is not having any problem with obtaining data from the state that it needs to implement this Plan.

    b. At this time, the County has the information, or can obtain the information needed to implement this Plan.

    c. **& d.** (1) & (2) The County's GIS vendor is Environmental System Research Institute's (ESRI) ARCGIS product which is also the State standard. ESRI is a member of the Open GIS Consortium and proposes to support open GIS data transfer and data sharing requirements. The County will continue to use commonly accepted

hardware platforms and software to facilitate translatability and retrieval of data. Beyond this, the County cannot ensure that transferred data will be useable in a system where the design is unknown or developed to meet a special purpose.

We recently installed our Internet server with extensive firewall protection and security. We will continue to rely on recommendations by our Information Technology Services department, vendors and our GIS consultant to ensure a secure environment.

Oneida County's data is based on the Wisconsin Oneida County Coordinate System, which is mathematically relatable to the North American Datum (NAD) 83(91) and therefore can be geographically referenced for use by others.

2. The County's GIS operating system is based on a Windows XP server while the tabular land records data resides on an IBM AS/400. The GIS data base design incorporates key fields, which are used to tie the two systems together, thereby ensuring data sharing flexibility. Metadata is maintained for each layer in the GIS system and for the tabular land records data.

B. Progress Report on Ongoing Activities

Oneida County continuously looks for opportunities to partner with other departments or agencies to provide current, integrated land records, thereby meeting our goals and objectives. We upgraded our public access terminals in the County's land-related offices allowing staff and the public easy inquiry into our tabular data. Graphic data viewing and query capability has been added to several land-related offices for internal use and has since grown to be used by the public.

We have made significant progress on many of the items listed in our previous Plan and the ongoing activities are continuing in this Plan. During the last planning period, we experienced a heavy work load in all land related offices due to the increased number of land transactions and building development that impacted our timeline to start or complete some projects. Please refer to Oneida County's 2004 Wisconsin Land Information Program survey for a comprehensive summary of our ongoing activities. The County is continuing with a program for coordinate determination on PLS corners, which support development of parcel maps and have designed and implemented a geodatabase for our parcel mapping. We have updated many of our base map layers, particularly our address and centerline layers. In addition, we have migrated all of our base map and other layers in our GIS to the new ESRI geodatabase format.

Significant changes in the previous Plan timeline are in the implementation of parcel mapping. ESRI introduced a new data format and we took advantage of designing and implementing our parcel mapping in the new geodatabase design structure, which delayed parcel mapping production. We also were not able to create address ranges for our GIS since the County's decided to take on the administration of countywide

addressing. This is a time consuming task, but is a tremendous benefit to all towns and others dependent on addresses since it ensures consistency and accuracy. This also will benefit future implementation of address ranging.

C. New Initiatives

1. Proposed projects (All projects are subject to continued retained fees, grants, budget allocations and staff workload that may affect the timeline to start or complete projects.)

Ongoing parcel mapping. The County designed and tested a parcel geodatabase and has a 3 year production schedule to map the remaining areas in the County. There will be areas that may need to be remapped due to poor land description or other related problems. These will be dealt with after we get through the first generation of the digital maps.

Digital orthophotograpy and planimetric update. The County plans to participate in a multi county digital orthophotography consortium and is interested in developing an agreement with other agencies for future production of new digital orthophotography. In addition, the County plans to update its buildings, roads and trail planimetric features. This data is intended to help support wire & wireless 911 map applications. The timeline is 2005 –2007 and estimated cost is $120,000 for digital orthophotogrpahy and $130,000 for planimetrics.

Addressing. Create address ranges based on our existing address points to support emergency response applications, wireless 911 and routing applications. The timeline is 2005-2007 but is dependent on implementation of wireless 911 and other funding opportunities. Estimated cost is $35,000 - $50,000.

Web Site. Expand our current administrative web site by implementing an Internet site for access to land information in 2005 - 2007. Estimated cost is $75,000 and will be funded in part by WLIP fees designed by statute to be used for this application.

Upgrade assessment/tax roll processing. Continue to work with Towns and Assessors with electronic uploading of assessment data and first half tax payments. Pursue laser printed tax bill in 2005. Pursue job queuing between land offices for deed processing.

POWTS tracking. The County plans to develop an inventory, maintenance and compliance tracking system of private onsite waste treatments systems (POWTS) for the Planning and Zoning department supported by the tax database and our GIS. The County plans to start this project in 2005.

Imaging. The Register of Deeds plans to expand its imaging operation to include vital records.

E-Filing and Recording. The WI Department of Revenue is piloting a project in Brown County for the electronic filing of the Wisconsin Real Estate Transfer Return form. The electronic recording of documents (ie deeds, mortgages, etc.) in the Register of Deeds is also a possibility. The County will be following these developments and may wish to pursue e-filing and/or e-recording in the next five years depending on the cost, demands and requirements to implement the process and technology.

Forest stand mapping. The County manages approximately 82,000 acres of County Forest lands and plans to create digital stand maps that reconcile the stands with the color infared photography acquired over the county forest in 2003 and the compartment maps we have created. It is anticipated that the mapping will occur over the next five years and is estimated to cost $20,000.

National Agricultural Imagery Program (NAIP). The County Land Conservation department would like to explore options for partnering with the USDA Farm Service Agency to obtain digital photography for agricultural purposes. This photography is flown in mid summer with full vegetation and can be used to support several programs in the department.

Incident mapping. The County plans to evaluate and design databases to assist the Health Department, Emergency Government and Sheriff with mapping incidents related to each of their needs. Examples of these include infectious diseases, identification of environmental or communicable diseases and/or illness, incidents, accidents, crimes, hazardous sites, plumes etc.

Wetland maps. The Department of Natural Resources (DNR) updated the wetland inventory of Oneida County on hardcopy maps in 1998. The DNR has not converted the maps to digital format yet. If the DNR converts the maps to digital format, and if the County Board adopts the maps, then the County would consider incorporating them into our GIS.

Highway sign inventory and facilities management. The County Highway department acquired software and created a basic framework for a sign database for the County Trunk Highway system. The Highway Department would like to collect the location of signs and other facilities relating to management of the highway system within the next 5 years.

Land cover/ Land Use/Planning. The County will continue to provide our existing planimetric digital data to the Towns, the City, North Central Wisconsin Regional Planning Commission and Consultants for development of land use plans in exchange for a digital copy of the developed plan. If the County elects to develop a comprehensive plan, our existing data sets will serve as a basic framework and others will be evaluated for development as they are identified in the process.

Hardware/software upgrades. The county plans to upgrade its land records hardware/software as needed and acquire new where our needs assessment

determines it is appropriate. It is likely we will need to add ArcSDE to manage simultaneous editing and file serving particularly if we implement wireless 911.

Census. Provide updates to the Census Bureau as requested and to assist the County Clerk with future redistricting mapping process as needed.

Historic aerial photographs. The County would like to develop a partnership with interested parties in creating or obtaining digital copies of the oldest complete aerial photography, which we think is 1938. This data is useful for environmental assessment, reconnaissance, identification of abandoned road centerlines, buildings or reference points used in land description and other historic research possibilities. The timeline to obtain these is dependent on the interest and possible alternative funding.

Staffing. The County will continue to evaluate the staffing needs as data sets are created, applications expand and maintenance responsibilities increase.

2. **Assistance requested**

   a) The County has demonstrated over the years, that it has secured the technical assistance needed to carry out our plan. The County has sought assistance from agencies or consultants prior to implementing projects and will continue to do so for our new initiatives. We currently are staffed with a Land Information Director, GIS Analyst, Property Mapping Technician, Addressing/Property Description Technician and a Property Description Technician, all responsible for the County's GIS. We are further supported by our ITS Department, other county land records departments and our GIS consultant.   The County has Internet connectivity and will connect to the WLIP Internet Land Information Clearinghouse and Technical List Server Service as needed.

   b) It is imperative that the WLIP continues so the retained fees and the grants are available for ongoing and new initiatives in Oneida County. It is important for the WLIB to ensure the program continues to be focused on creation and maintenance of land information data sets to support all land information uses not just a select few. The County will seek funding as opportunities arise to help fund our land records activities and will be applying for grants related to wireless 911in 2005.

   It is also imperative that all of the fees the Counties send to the State as part of the WLIP are used for land record systems and data that benefit all counties and local units of government and are not diverted to unrelated activities.

   The funds currently allocated by the WLIP ($300) for education and training should be increased. The County encourages the WLIB to increase the education and training grants provided to counties.

The County would like WLIP to provide practical standards along with a functional model for basic data sets. In addition, sample RFP's would be useful.

The County is always looking for other funding opportunities and has made a commitment to modernize its land records by appropriating tax levy dollars to our Plan.

c) The County will continue to follow County ordinances and State statutes for procurement of services/products related to this Plan.

3. Problems encountered

We have successfully dealt with unanticipated problems as they occurred. There would be a problem if the WLIB or Department of Administration adopts policies that would limit the use of WLIP funds for our planned activities or concerns expressed in II. C. 2. b) on page 9. At this time, we are not aware of other problems that would prevent us from proceeding with this Plan, however the County remains concerned about the State budget situation and potential legislation that may have a negative impact on County operations.

D. Custodial Responsibilities

1. – 4. Following are the Oneida County departments and their land record custodial responsibilities. Text within { } indicates whether we HAVE , would LIKE, or WILL accept custodianship of the data. The authority for custodianship is noted in ( ). An * indicates that the records are necessary for the operation of the office but are not specifically mandated by a governing body.

REGISTER OF DEEDS
Record deeds, mortgages, plat maps, certified survey maps, and other related documents. {Have}(§59.43)
Scan above mentioned records into our imaging system as they are received and filed. {Have}(§59.43)
Maintain tract index of real property. {Have}(§59.43)

REAL PROPERTY
Maintain description and ownership information of all parcels of property. {Have}(§70.09)
Maintain information on school and other special district codes. {Have}(§70.09)
Maintain tax rates and special assessments information. {Have}(§70.09)

LAND INFORMATION/COUNTY SURVEYOR
Implement the Land Information Plan. {Have} (§59.72)
Maintain information on PLSS corners including tie sheets and section summary sheets. {Have}(§59.74) (A-E 7.08)

Maintain information on the high accuracy network (HARN) densification in the county. {Have}(§59.74)
File private survey maps. {Have}(§59.45)
File field notes and other survey source documents. {Have}(§59.45)
Assign addresses countywide. {Have} (Internal Policy)
Store digital orthophotography {Have} (Internal Policy)
File Gas tax maps. {Have}(Internal Policy)
Maintain existing hard copy parcel maps. {Have}(§70.09)
Maintain digital parcel maps. {Have}(§70.09 & Internal)
Maintain GIS base map layers. {Have}(Internal Policy)
Maintain GIS site address database/coverage. {Have}(§59.54)
Maintain GIS road sign database. {Have}(§59.54)
File airphotos. {Have}(Internal Policy).

Maintain Master Street Address Guide (MSAG). {Shared with Sheriff} (§ 146.70 & Internal Policy).

PLANNING AND ZONING
Maintain zoning maps for unincorporated areas. {Have}(§59.69)
Maintain GIS zoning and related coverage's. {Have}(§59.69)
Maintain private sanitary system site plans. {Have}(**§145. 20**)(Com 83.54)
Maintain permit database. {Have}(Internal Policy)
File wetlands and FEMA maps. {}(Internal Policy)

LAND CONSERVATION
File soils maps and tables. {}(*)

HIGHWAY DEPARTMENT
File right-of-way plats and construction plans. {Have}(Internal Policy)

SHERIFF'S DEPARTMENT

Maintain Master Street Address Guide (MSAG). {Shared with LIO}(§ 146.70 & Internal Policy)
Maintain E911 related coverage's. {Have}(Internal Policy)

FORESTRY DEPARTMENT
Maintain tabular and digital forest stand data {Have}(Internal Policy)
Maintain historical airphotos. {Have}(Internal Policy)
Maintain county trail maps/coverage's. {Have}(Internal Policy)

EMERGENCY GOVERNMENT
Maintain emergency service network data, maps and coverage's. {Have}(Internal Policy)

TREASURER
Maintain tax information for all parcels. {Have}(§59.25)

E. **Foundational Elements and Statewide Standards** *(Bolded italic items* are required to be addressed per the instructions. Land records fees are planned to develop, update and/or maintain these Foundation Elements.)

    1. <u>**Communication, Education, Training, and Facilitated Technical Assistance**</u>

        a. Documentation of County data. County staff attended the WI Geospatial Meta Data workshop sponsored by the WLIB and the State Cartographers Office, and participated in the WLIB Strategic Initiative for creation of meta data. The County plans to continue updating and maintaining applicable meta data.

        b. Resources available. We will continue to participate in conferences, workshops, seminars, user groups, etc., as appropriate and where budget allows. We will continue to work with our GIS consultant for technical assistance where more assistance is needed.

        c. Identification of customers needs. The County has an active Land Records Committee made up of elected and appointed officials who have land related interests where we discuss and prioritize needs and implement as budget and resources allow.

        d. Coordination of education/training with agencies, associations and educational institutions. As opportunities arise, we will participate as appropriate and where budget allows. Oneida County staff has been a presenter at several WLIB/WLIA events and other professional organizations. We will continue to share our experiences with others.

        e. Use of technology to facilitate education and training. We have access to Internet based training courses and will use other systems as deemed appropriate.

        f. Use of Clearinghouse and Technical Assistance List Server. The County has desktop access to the Internet that allows for convenient use of the clearinghouse and technical assistance list server. We plan to participate as situations and needs warrant and will continue to monitor the development of the clearinghouse and standards adopted.

        g. Use of Land Information Officer education and training funds. The County uses the education and training's funds provided for by the WLIP to enable land records staff to participate in land records seminars, workshops or training.

    2. <u>**Geographic Reference Frameworks.**</u> Oneida County's data is based on the Oneida County Wisconsin Coordinate System which is mathematically relatable to the North American Datum (NAD) 83(91) and therefore can be geographically referenced for use by others.

        a. Geodetic control networks. In 1994 Oneida County completed geodetic densification from stations within the Wisconsin High Accuracy Reference Network (HARN). The network consist of 25 - 1 & 2 ppm stations which were

established using the 'Guidelines to Support Densification of the Wisc High Accuracy Reference Network (HARN) using Global Positioning System (GPS) Technology' standards and specifications which were current at that time. In addition, the County established 79 - 10ppm stations in 1994. The horizontal geodetic control is strategically placed throughout the County and has met our needs, however there are some locations that have become obstructed and there may be a need to set new ones in the next 5 years. We are monitoring the efforts of the WDOT to implement a virtual GPS network and will assess our needs and participate as we deem appropriate. Coordinate values are available in Oneida County, State Plane and Latitude and Longitude. The County assumes the custodial responsibility for the densified control stations.

We plan on using the existing NGS and USGS vertical network for vertical control. Any new stations set by the County would adhere to Third order standards. We are also monitoring the efforts of the WDOT in implementing the vertical network and will assess our needs and participate as we deem appropriate.

b. Public Land Survey System. The County has an active corner remonumentation program that complies with the requirements of Wis Adm Code AE 7.08 and/or state statute, and we plan to continue the program countywide. We are establishing coordinates on the PLS corners using a combination of conventional survey techniques and GPS technology meeting or exceeding the FGDC Third-order, class I accuracy standard. Coordinates are maintained in the Oneida County Wisconsin Coordinate System, which is mathematically relatable to the North American Datum (NAD) 83(91). We plan to continue work in areas with heavy development to aid in the development of or updating of parcel maps. Other areas (ie., industrial forests, etc.) will be controlled as needed and budget allows. The County maintains the custodial responsibility for the PLSS.

c. Photogrammetric base maps. The County plans on updating its buildings, roads and trail planimetric features using digital orthophotography in 2005 – 2007. The mapping will adhere to National Map Accuracy Standards for 1"=200' scale mapping. The county intends to maintain the custodial responsibility.

d. Digital elevation models (DEM). The county plans to acquire DEM's as part of the digital orthophotography project. The photography will be acquired to support National Map Accuracy Standards for 1"=200' scale mapping. The county intends to maintain the custodial responsibility.

e. Digital Orthophoto (DOP). The County plans to participate in a multi county digital orthophotography consortium in 2005 and would like to plan for an update in 5 – 10 years depending on development and future funding allocations. The photography will be acquired to support National Map Accuracy Standards for 1"=200' scale mapping. The county intends to maintain the custodial responsibility.

f. Digital Terrain Models (DTM). The county will acquire DEM's from our digital ortho project to support DTM's if needed.

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g. Digital Raster Graphics. We acquired scanned quadrangle maps from DNR and have them as a part of our GIS. There are no plans to update these.

h. Triangulated irregular networks (TIN). See DEM.

i. Contours. Contours will be developed as specific needs arise for County applications. The County is interested in developing countywide contours but needs significant financial assistance to undertake this task. The County will monitor technology advances and watch for outside funding opportunities but cannot make any firm commitments to this at this time. The contours would be created from the appropriate photography to support National Map Accuracy Standards for the appropriate scale.

j. Satellite Imagery. We will be evaluating the new satellite imagery technology as a possible tool for base map updates, land classification etc but are unable to make any commitment to the technology at this time.

k. Ability to support Wireless 911. The County plans to use and/or convert existing GIS datasets to support Wireless 911 and since the data is mathematically related to NAD it should be possible to convert the data to other coordinate or geographic reference systems to support Wireless 911. (See also E. 11. l. page21).

3. Parcel Mapping.

a. & b. Preparation of Parcel Maps. Index parcel mapping continues to be our primary focus. All parcel maps will be referenced to the lines of the public land survey system and will minimally be suitable for planning purposes and in many cases suitable for *assisting with* land title boundary or survey line determination. Our parcel maps are *not intended* to be a substitute for a certified land survey and are *not intended* to guarantee title to property. Included in the metadata or tabular data base will be information that directs users to the original source document or recorded instrument. We intend to follow the WLIB Digital Parcel Mapping Standard for Index mapping where practical.

c. Coordinate system used. The parcel maps will be geodetically referenced to the Oneida County Wisconsin Coordinate System, which is mathematically relatable to the North American Datum (NAD) 83(91).

d. Parcel ID. The present County parcel identification number (PIN) does not fully conform to the WLIB parcel numbering system. The parcel mapping data base is designed so the PIN can be generated to comply with the WLIB requirement and will be populated as the need arises and parcel mapping proceeds.

4. Parcel Administration

a. Design. Oneida County's data base supports integration of digital parcel maps with property and ownership information by linking data through key fields. The ITS department uses an IBM AS400 to maintain the tabular data bases relating to various land records and also houses our document imaging system. ITS continuously evaluates needs and designs or purchases applications to ensure integration of land records systems and data.

b. Activities. (The County plans to maintain the items listed below and will adhere to applicable standards, as we deem necessary).

>*Parcel ID.* The PIN is an attribute in our GIS parcel geodatabase that corresponds to our tabular land records data base on our AS400. (See 3. d. above, page 14.)

>*Tax data.* The tax data base is housed in the AS400 and is designed so information can be accessed by PIN, owner name, legal description or site address and can be linked to the GIS parcel map geodatabase by parcel ID. We intend to use the parcel mapping to assist in 'reverse populating' attributes for the tabular tax data base. The County plans to purse laser printing of the tax bills.

>*Site Address.* Individual site address information can be accessed through the tax data base or GIS geodatabase and maintained in both locations.

>*Owner Name & Address.* This data is maintained in our AS400 tax data base.

>*Description/current document pertaining to parcel.* The current document number of the deed for a parcel is maintained in our AS400 tax data base and the full description can be obtained from the deed. We carry a very abbreviated description in that tax roll data, but due to our many lengthily metes and bounds descriptions it is not possible to include the full description.

>*Document Imaging.* Imaging of documents relating to property transactions in the Register of Deeds began in 1998. As time and budget allows, we plan on inputting documents from prior years. Imaging will also be expanded to include or maintain other land records such as building permits, tax records, survey maps, certified corner certificates etc. The Register of Deeds also plans to image its vital records and implement job queuing for processing of deeds.

>*Real estate transactions.* The Register of Deeds records these transactions and maintains a tract index and searches can be made by grantor, grantee, legal description or document number. Our Real Property Lister maintains

the tax data base to reflect these real estate transactions. See note in Section C related to New Initiatives pertaining to electronic filings.

Easements and restrictions, including conservation easements. The Register of Deeds records these transactions and maintains a tract index and searches can be made by grantor, grantee, legal description or document number.

Tax exempt lands. These are carried as a code in the real Property tax data base and could be linked to the GIS parcel coverage.

Zip Code. Our tax data base carries the owners mailing zip code.

Assessment class. These are carried as a code in the real property tax data base according to Department of Revenue assessment classes and could be linked to the GIS parcel coverage.

Public Lands. Presently our system only tracks these lands under the tax exempt status.

Liens. The Register of Deeds records these transactions and maintains a tract index and searches can be made by grantor, grantee, legal description or document number.

Evidence of Title. The Register of Deeds maintains the current and historic document affecting title and maintains a tract index so searches can be made by grantor, grantee, legal description or document number.

5. **Public Access**

a. Use of technology to facilitate efficient access. The County currently has public access computer terminals available to the public for searching tabular property ownership data in all land records office and in our remote offices. We added the ability to access GIS geodatabases in several offices and plan to expand that capability. In the next year, the County is anticipating a County web site will be developed, and we will evaluate the feasibility of making our GIS data easily accessible to the public. We will continue to monitor developments of the WLIP Internet Land Information Clearinghouse.

b. Data sharing polices (copyright, licensing, fees etc). The County remains willing to share our data. The County has a data disclaimer and a data use policy that must be signed prior to delivery of data. The County has adopted a fee schedule for our data sets. Contact the Land Information for specific information pertaining to acquiring GIS data and the ITS department for tabular tax data.

c. Open access to data in existing format. Oneida County adheres to the Wisconsin Open Records Law for access to land records.

d. Optional production of customized data on cost-recovery or other basis.
Oneida County offers both tabular and graphic data for purchase in industry
accepted interchange formats. Digital data requests are handled through our ITS
and Land Information Offices in cooperation with the custodian of the data.

e. Internet accessibility (ADA compliance, security). The County strives to be
ADA compliant to the extent possible.

f. System security. The GIS server and AS/400 have built-in security that is
managed by a system administrator. The County installed a land records server
that sits outside our firewall to protect the integrity of our source land records
data. The ITS Department maintains a back-up/security plan for all data.

g. Privacy policies. Oneida County adheres to the Wisconsin Open Records Law
and complies with State statutes. We will be monitoring the industry and the
public concerns related to privacy and distribution of land record data.

h. Use of $1 fee designated for land information and housing data. The County
will continue to use the $1 to create, develop, update and/or maintain land records
data that will be accessible on the Internet and to purchase, upgrade or maintain
hardware, software and security necessary to make this information available
from the Internet.

6. Zoning Mapping

a. Zoning Districts. The County created a countywide zoning coverage using our
planimetric data. As parcel mapping proceeds and better control is developed for
the PLSS, we will develop more accurate maps down to the parcel level. Other
district overlay boundaries are being evaluated for possible inclusion in the
zoning geodatabase. Zoning districts are mapped in accordance with the Oneida
County Planning and Zoning Ordinances.

b. Shorelands. The County maintains a GIS zoning coverage which includes
shoreland (1000' buffer from lakes (waters edge), 300' from streams) in unzoned
towns and zoned towns follow the zoning districts adopted by the County Board.

c. Floodplain and floodway. The County presently uses the hardcopy FIRM
maps. We are interested in acquiring the Digital Flood Data if FEMA makes the
data available. As a substitute, we may consider scanning our existing maps for
inclusion as an independent data set available for viewing only and without
certification.

d. Environmental corridors. Not planned at this time.

e. f. g. Burial sites, Archeological sites, Historic/cultural sites. No plans at this
time. These items need further evaluation due to security or preservation issues.

7. **Soils Mapping**

a. Soils mapping activities. The County completed the soil survey and digital soil mapping in cooperation with, and consistent with, the Natural Resource Conservation Service (NRCS) standards and specifications. Future map updates will be coordinated with NRCS and they plan on providing the data on the Internet in the future.

8. **Wetlands Mapping**

a. Wetland mapping activities. The County currently is using the DNR digital wetland coverage created in the late 1980's. The Department of Natural Resources (DNR) updated the wetland inventory of Oneida County on hardcopy maps in 1998. The DNR has not converted the maps to digital format yet. If the DNR converts the maps to digital format, the County would consider incorporating them into our GIS if the County Board adopts the maps.

9. **Institutional Arrangements and Integration**

a. Formal data sharing agreements. The County has data sharing arrangements with other County departments, towns & city, consultants working for towns or the County, and State agencies. The County will continue these arrangements and pursue others as opportunities arise. The County encourages others to use our digital data by setting a nominal cost or no cost. We encourage cost-free exchanges of information that will enhance our system.

b. Formal or informal data maintenance agreements. The County has internal data maintenance arrangements to ensure data integration and accuracy. This also reduces unnecessary data duplication.

c. Cooperative arrangements. The County has participated in a number of cooperative projects and plans on pursuing others as opportunities arise. We anticipate cooperative agreements with digital ortho production; District 7 DOT PLSS coordinate development; County Forest stand mapping; addressing; census; sign inventory; trail mapping and land use.

d. Consortia. The County will evaluate opportunities as they arise.

e. Collaborative arrangements. The County actively participates in collaborative arrangements for data creation particularly with other County departments. We plan to continue our participation in the North Central Wisconsin GIS Users Group, WLIA and their technical committees, WLIP Technical Assistance List Server and others as opportunities arise.

f. Statutory relationships among counties and state agencies. The County will comply with statutory requirements relating to land records as we deem applicable.

10. <u>Election and Administrative Boundary System</u>

a. State Outline. The County incorporated an existing coverage from other sources into our GIS system and will update as needs arise.

b. County Boundaries. The County created an approximation of the County boundaries and will be revising them as we acquire more accurate coordinates on the public land survey corner that make up our boundary.

c. Civil division boundaries.   The County created an approximation of the Civil boundaries and will be revising them as we develop more accurate coordinates on the public land survey corners that make up a boundary and as we develop parcel maps.

d. Utility districts. The County's tax data base includes a code designating which parcels are within a sanitary district. We have developed some graphic boundaries of the sanitary district and when the parcel mapping is completed, revised district maps could be created as needed.

e. Emergency Service Areas.   The County created emergency service zone maps that are created and maintained in cooperation with our Land Information, Sheriff and Emergency Government departments.

f. & g. Legislative districts & Election. The County created approximate voting ward, aldermanic, county board and state legislative districts and as we develop parcel maps these district boundaries will have to be revised.

h. Tax incremented financing districts (TIF). The County's tax database includes a code designating which parcels are within a TIF. If needed a map could be produced when our parcel mapping is complete.

i. School districts. The County created an approximate school district boundary map and as we develop parcel maps these district boundaries will have to be revised. The County plans to work with the school district to confirm the boundaries.

j. Lake Districts. The County's tax database includes a code designating which parcels are within a lake district and we have created maps on an as needed bases.

k. Census geographies. These will be added as needed.

l. Native American lands. These lands will be mapped as part of our parcel map.

m. Agency administrative districts and Zip Codes. Our GIS has an approximate zip code layer.

n. Public Administered Lands. The tax database and the GIS parcel map could be used to determine public administered lands and district boundaries may be developed as the need arises.

11. Street Address and Street Network System

a. Transportation network - streets, roads, highways, railroads. The County plans to maintain its existing planimetric base map, which includes centerlines of all named public and private roads and active railroads in the County.

b. Rights of way. The approximate right-of-way of public roads will be developed as part of the parcel mapping process.

c. Centerlines. The County plans to maintain its existing planimetric base map, which includes centerlines of all named public and private roads and active railroads in the County. The County complies with the GIS geodatabase design as the standard for mapping centerlines.

d. Address ranges. The County would like to create address ranges based on existing address points to support emergency response applications, wireless 911 and routing applications. The timeline is 2005-2007 but is dependent on implementation of wireless 911 and funding allocations or grants.

e. Site address and data base. The County administers the countywide addressing and road naming ordinance and plans to update and maintain it's existing GIS site address database. We adhere to Chapter 16 of Oneida County Code for addressing.

f. Address point, structure and/or driveway. The County plans to continue collecting driveway points corresponding to addresses and structure points where accessible.

g. Road names. The County administers the countywide addressing and road naming ordinance and plans to update and maintain our road name database by working with local municipalities, Real Property Listing, the post office, Sheriff Department, utilities, DOT and others in reconciling conflicting road names and locations of roads. We adhere to Chapter 16 of Oneida County Code and as near as possible to US Postal Standards for road naming.

h. Functional class. The County plans on relying on the DOT local road inventory and has access to their digital data via Wis Local Road (WISLR) Internet site.

i. Place/Landmarks. The County's Emergency Government maintains landmarks for emergency applications and we will update as deemed necessary.

j. Integration with the County's/City Master Street Address Guide (MSAG). The Land Information Office shares the responsibility to create, update and maintain the MSAG with the 911 Coordinator in the Sheriff's department to ensure consistency and integration and plans to continue that relationship. We adhere to our 911 provider for data standards.

k. Ability to support emergency planning, response and mapping. The Land Information Office and Emergency Government Department works together in sharing data sets necessary for emergency applications and we plan to continue this working relationship. We have demonstrated the GIS ability to support emergency application by using it in search and rescue missions, accidents, tornado assessment and training sessions and plan to expand on these applications.

l. Ability to support Wireless 911. Developing address ranges, data conversion routines and master street address guide data correlation tables are the immediate land records need for implementation. The County plans to use/convert existing GIS base map data sets to support Wireless 911 and will assist in developing new data layers as needed to implement the system. However, depending on the software solution selected by the Sheriff Department, there may be a need for re-projection and/or conversion of data along with some clean up or addition of attributes. Digital orthophotography will be a significant benefit for Wireless 911 in our forested areas of the county. There may also be a need to obtain adjoining counties data in the event a call would come in outside our county boundary. The County intends to maintain the custodial responsibility and comply Wisconsin Statutes requirements for implementation as it relates to land records.

12. Land Use Mapping

a. Mapping of existing land use. The closest the County can come to a current land use map is reliance on the zoning district map. The County is uncertain about it plans for development of a current land use plan.

b. Mapping of planned land use. The County will continue to provide the digital planimetric data base and copies of aerial photography to the towns and/or their consultant for development of land use plans in exchange for a copy of their final plan. Most towns use North Central Wisconsin Regional Planning Commission's modified Standard Industrial Code (SIC) classification system. The County is uncertain about it plans for development of a countywide land use plan.

The County's tax data base is designed to include the Dept of Revenue Land Use Classification assessment code for land use, ie., residential, commercial, ag, etc. If needed, a graphic representation could be generated in our GIS dynamically when the parcel mapping is completed.

13 Natural Resources

a. – d, f, h, i. Land cover, Watersheds, Geology. Hydrogeology, Endangered resources, Impacts on the environment. The County would acquire these GIS layers from the DNR or appropriate custodian of the data as we would deem them necessary for a particular application.

e. Forests. The County created an approximate large tracts ownership that included state, federal, county and industrial forest and plans on updating it when we complete our parcel mapping or as needed for County applications.

g. Non-metallic mining. The County plans to update and/or maintain the non-metallic GIS layer developed with our Solid Waste Department.

14 Data Base Design

a. Design Evaluation.   The Department Head/Elected Officials from land related offices meet regularly to evaluate design applications and discuss strategies for enhancements or revisions. Interdepartmental benefits are a primary concern to maximize data sharing and consistency and to reduce and/or eliminate duplicate data sets.

b. Project Approach. The approach varies with each type of project. Typically a conceptual model is developed, a prototype built and revisions are made as a result of various testing. Implementation, production and maintenance procedures follows.

c. Timeline. Determined from the results of needs assessment, design evaluation and complexity of projects.

d. Metadata.   The County plans to continue maintaining the meta data already used for our GIS layers and create meta data for new layers and data sets.

e. Security/Privacy. See Section II. A. 1. c. & d. page 5 and Section II. E. 5. f. & g. page 16 - 17.

f. Implementation and Maintenance Strategy. The County carefully evaluates projects before implementation to ensure data stability and efficient production. The maintenance varies with projects or layers, however the custodian of the data is directly involved with data maintenance and the quality control check to maintain data integrity.

g. Data quality management. The custodian of the data set is directly involved with data maintenance or the quality control check to maintain data integrity and currency. ITS assist with developing consistency reports so the data continues to improve.

h. Needs Assessment. As new GIS layers are requested, a needs assessment process to aid in the design and implementation is performed to ensure integration and to prevent duplication of efforts.

i. Data structure and format (eg topology). Topology rules within the ESRI environment are developed as needed for the GIS geodatabase's and the software dictates the format of the data.

j. GIS Data Model. The GIS data model is driven by the nature of the geodatabase. The ESRI software can generate the GIS model that has been implemented for the geodatabase. The County created a hard copy layout of the parcel data base to assist in the implementation.

k. Data Dictionary. The County develops data dictionary for attributing data sets or data collection with our GPS.

l. Coding schema. The County uses existing standardized coding schemes whenever possible and maintains other coding schemes in our data dictionary.

m. Transaction management. A date field is carried in most data bases to track changes and updated as changes are made to data layers or elements.

n. Organizational information flows. Flow charts are used in the needs assessment process.

o. Data Conversion. Our GIS data layers are geographically referenced to enable most data sets to be bi-directionally converted. Our tabular can also be converted to a variety of data formats.

p. Ability to integrate with other databases and information systems. The County identifies key fields or data elements needed to support sharing of data sets and incorporates them in our data bases whenever practical to promote integration.

The ITS plans to rewrite the IBM System 36 tax data base programs to Native AS/400 language for increased processing efficiency and enhanced integration. Particular attention will be paid to the data base design so key fields are included to ensure integration with the County's GIS layer.

The County uses ARCGIS and ARCVIEW as our GIS software and provides data to others in ESRI standard export format.

15 Infrastucture and Facility Management

a. Parks. These will be able to be mapped when the parcel mapping is completed.

b. Transit systems. None

c. Harbors. None

d. Airports. Airport runways are included and will be maintained with our GIS transportation feature class.

e. Recreational Trails. The County will continue to maintain a snowmobile, ATV, and other major named trails layer in our geodatabase.

f. Utilities. Utilities will be responsible for creating their own data set; however, the County will make our base map data available to utilities, sanitary districts, etc. at our normal purchase price or to waive or reduce the cost if we receive data in exchange.

g. Government facilities. The County's Public Property keeps hardcopy building plans.

h. Hazardous materials sites. The County's Emergency Government Office will continue to maintain a data base for this information.

i. Landfills. The County desires to obtain point information from the DNR for these locations.

j. Bridges, culverts, traffic road signs. The County desires to inventory these and the Highway Department has the basic GIS frame work in place to begin which will include location using a resource grade GPS.

k. Boat landings. These will be able to be mapped as needed when the parcel mapping is completed.

F.   Integration and Cooperation

1. Integrative/Cooperative relationships.   Oneida County has actively encouraged and supported integration and cooperation activities related to land records modernization as cited elsewhere in this plan and as indicated in past WLIP grant applications. The County plans to continue these relationships as we deem appropriate.

2. Potential partners/projects. We are always open to discussing with potential partners for development, update or maintenance of any land records data set, please contact us. We have, are in the process of, or interested in developing relationships for digital ortho production; forest stand digital mapping; parcel mapping; addressing; census; historic aerial photography scanning; sign inventory, etc.   Potential partners would be NRCS, WLIB, State Cartographer, DNR, County Forestry, Towns, City, DOT, Highway Department.

3. Data shared/used. The digital County base map is being shared and used for the common registration of data sets. The horizontal control network, PLSS coordinates

and our resource grade GPS receiver would be available for partners in data acquisition. The County is very open to sharing of data.

4. Coordination of funding. The County has made a very concerted effort to share the land records fees with all County land related office to implement land records modernization and will continue to involve all land records departments.

5. Participation of municipalities and other agencies. The County has a positive working relationship with our Towns and City. We plan to continue providing hard copy address maps, aerial photography, zoning, base map and other types of maps to them for their use. The digital data is also available to them and in many instances the Town and City assessor has obtained various digital data sets to assist in their work. Our Land Records Internet site will significantly improve access to digital data. We like wise will continue to make data available to public agencies to aid in their work.

G. Administrative Standards Not Associated With Foundational Elements.

Concerns and/or changes relative to agreement between the County and WLIB noted in italics.

1. The County agrees to observe and follow statutes relating to the Wisconsin Land Information Program (WLIP) and other relevant statutes.
2. The County agrees to permit the Wisconsin Land Information Board (WLIB) access to *WLIP funded* books, records and projects for inspection and audit *upon reasonable notice* by the Board. *Other land information records etc. will be available in compliance with the Wisconsin Open Records Law.*
3. The County agrees to complete the annual WLIP Survey.
4. The County agrees to update the plan every 5 years and in the interim if the plan should change.
5. The Board *(WLIB)* agrees to facilitate technical assistance to the County including an online Technical Assistance Service.
6. The Board *(WLIB)* agrees to maintain and distribute an inventory of land information and land information systems for the state. This will be provided through an electronic Clearinghouse.
7. Development and implementation of an acceptable Plan confers certain benefits on local government within a county, including continued eligibility for Program funding. A voluntary peer review process will be used to assess Plan acceptability by the land information community.
8. The Board *(WLIB)* agrees to review funding requests and to provide guidance to local government with respect to the development of such requests.
9. The Board *(WLIB)* agrees *to* make available electronically an Annual Report regarding the status of the Wisconsin Land Information Program and the activities of the Board.